

# JumpStart Program

Dual-Enrollment Program

Undergraduate Studies

**FALL 2017 REGISTRATION**



**LANCASTER  
BIBLE COLLEGE**

# JumpStart Program

## Dual-Enrollment Program

### Undergraduate Studies

### An Opportunity for High School Juniors & Seniors!

Lancaster Bible College is proud to offer you the opportunity to take one tuition-free course each fall and spring of your junior and senior years! That means you can earn up to 12 college credits before you even graduate from high school.

### Registration

Registration will start at **8:00 AM on May 3, 2017** for current students, & **8:00 AM on May 10, 2017** for new students. The last day to register for a JumpStart course will be July 26, 2017 by 4 PM. Additional information regarding registration is on page 3.

### Non-Discrimination Policy

Lancaster Bible College does not discriminate on the basis of race, color, national origin, gender, or disability.

### Questions?

If you have any questions or problems regarding registration or course selection, please contact our office:

Hours M-F 7 AM—5 PM

Phone 717-569-7071

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Fall 2017 Schedule

August 25	New Student Arrival
August 25—27	Orientation
August 21—28	Online Registration Verification week
August 28	First Day of Classes*
March 10—September 5	Add/Drop Period
September 6—November 1	Withdrawal Period
September 4	Labor Day
October 11	Day of Prayer**
October 19-22	Fall Break
November 22-26	Thanksgiving Vacation
December 11-14	Final Exams
December 15-January 14, 2018	Christmas Vacation
December 15	December Graduation
January 2-12	Winterim 2017

\* Classes begin at 7 AM.  
 \*\* Classes resume at 5 PM.

**Add/Drop Period**

Students may add or drop a course, or change sections in a course, by scheduling an appointment with the Registrar’s office. The last day to add or drop a class is **September 5, 2017**.

**Withdrawal Period**

Students may withdraw from a course by scheduling an appointment with the Registrar’s Office on or after **September 6, 2017**. Students are not permitted to withdraw after **November 1, 2017**.

# REGISTRATION PROCESS

## Registration Process for CURRENT JumpStart Students

If you have already participated in the JumpStart Program prior to **Fall 2017**, then you are "grandfathered" into the program and are not required to fill out an application nor submit test scores (unless test scores are needed to meet the prerequisite for a course offered). Registration will be the same as it has been in the past for you.

Information, important dates, and downloadable forms can be found on [www.lbc.edu/jumpstart](http://www.lbc.edu/jumpstart).

## Registration Process for NEW JumpStart Students

In order to participate in the JumpStart Program, new students will need to fill out a **JumpStart Application**, not just the online registration form. The application will require students to submit high school transcripts as well as scores from the SAT, ACT or PSAT. **This is very important to note due to the dates these tests are offered. To find out more about these tests you can go to [www.collegeboard.org](http://www.collegeboard.org).**

After submitting the application online, the student will be notified of their acceptance into the JumpStart program. Information, important dates, and downloadable forms can be found on [www.lbc.edu/jumpstart](http://www.lbc.edu/jumpstart).

### New Student Orientation

In order to take classes, you must attend JumpStart Orientation. You only have to attend once while you are a JumpStart student.

The fall semester new student orientation will be held on Wednesday, August 9, 2017 from 9:30 am—11:30 am.

You will receive information on your class and have your JumpStart questions answered, as well as receive a tour of our campus.

**Orientation is mandatory in order to attend class this semester!** If for any reason you are unable to make the date, please contact the Registrar's Office at 717-569-7071, extension 5259.

Num	Sec	Course Title	Cr.	Professor	Day	Time
<b>Interdepartmental</b>						
LBC 101	A	Engaging Faith & Life	3	Gregory	MW	7:30 AM
LBC 101	B	Engaging Faith & Life	3	Gregory	TR	7:30 AM
LBC 101	C	Engaging Faith & Life	3	Gregory	TR	2:00 PM
LBC 101	D	Engaging Faith & Life	3	Ayers	MW	2:10 PM
LBC 101	E	Engaging Faith & Life	3	Ayers	MW	3:50 PM
LBC 101	F	Engaging Faith & Life	3	S. Harbin	TR	12:20 PM
LBC 101	G	Engaging Faith & Life	3	Lynskey	TR	7:30 PM
<b>Bible Department</b>						
<i>Bible</i>						
*BIB 103	B	Creation & Covenants: OT I	3	Carver	MWF	1:00 PM
*BIB 103	C	Creation & Covenants: OT I	3	Carver	MWF	11:20 AM
*BIB 103	E	Creation & Covenants: OT I	3	Shetter	MW	2:10 PM
*BIB 103	F	Creation & Covenants: OT I	3	Soden	TR	2:00 PM
*+BIB 105	B	Biblical Hermeneutics	3	T. Nicholls	MW	10:10 AM
*+BIB 204	B	Early Church: NT II	3	T. Nicholls	MW	8:00 AM

Num	Sec	Course Title	Cr.	Professor	Day	Time
<b>Bible Department (cont'd)</b>						
<i>Theology</i>						
THE 105	B	Prelude to Biblical & Theological Studies	3	Gregory	TR	10:10 AM
THE 105	C	Prelude to Biblical & Theological Studies	3	Gregory	TR	12:20 PM
THE 105	D	Prelude to Biblical & Theological Studies	3	V. Jacobs	MWF	8:00 AM
THE 105	E	Prelude to Biblical & Theological Studies	3	V. Jacobs	MWF	10:10 AM
+ THE 105	F	Prelude to Biblical & Theological Studies	3	Kim	TR	8:00 AM
* THE 223	B	Christian Narrative I: Creation & Fall	3	Art Woods	MW	2:10 PM
* THE 224		Christian Narrative II: Redemption	3	Gundrum	R	6:00 PM
<b>Arts &amp; Science Department</b>						
<i>History</i>						
# HIS 224		History of Christian Song (Writing Intensive)	3	T. Sidebothom	TR	10:10 AM
HIS 280		Survey of the Middle East	3	Burgett	T	6:00 PM
<i>Humanities</i>						
HUM 204		Fundamentals of Art	3	Dale	W	6:00 PM
<i>Language Arts</i>						
LAN 101	A	College Composition and Research	3	TBA	MWF	10:10 AM
LAN 101	D	College Composition and Research	3	Castor	TR	3:40 PM
LAN 101	E	College Composition and Research	3	Cialini	MWF	8:00 AM
LAN 101	F	College Composition and Research	3	Cialini	MWF	10:10 AM
LAN 101	G	College Composition and Research	3	Geraci	MWF	1:00 PM
LAN 101	H	College Composition and Research	3	Zias	TR	2:00 PM
LAN 101	J	College Composition and Research	3	Zias	TR	3:40 PM
LAN 101	K	College Composition and Research	3	Castor	TR	2:00 PM
+ LAN 101	L	College Composition and Research	3	Engle	T	6:00 PM
LAN 104	C	Public Speaking	3	Toews	W	6:00 PM
LAN 104	D	Public Speaking	3	Toews	TR	10:10 AM
LAN 104	G	Public Speaking	3	Toews	TR	2:00 PM
+ LAN 104	H	Public Speaking	3	Keiser	TR	4:30 PM
LAN 202		Creative Writing	3	Cialini	MWF	11:20 AM
LAN 211		Greek Grammar I	3	V. Jacobs	MWF	1:00 PM
LAN 216		Elementary Hebrew I	3	Carver	MWF	8:00 AM
<i>Literature</i>						
*# LIT 101		Poetry, Fiction, & Drama (Writing Intensive)	3	Zias	MW	3:50 PM
*# LIT 229		Short Story & Novella (Writing Intensive)	3	Keuthan	TR	10:10 AM
*#+ LIT 240		Literature for Children & Young Adults (Writing Intensive)	3	Urquhart	M	6:00 PM
<i>Mathematics</i>						
+ MAT 201		Introduction to College Math	3	Barto	MW	2:10 PM
MAT 202	A	Math Concepts for Teachers	3	Bomberger	TR	10:10 AM
MAT 202	B	Math Concepts for Teachers	3	Bomberger	TR	12:20 PM
MAT 204		Algebraic Patterns and Functions	3	Barto	TR	2:00 PM
+ MAT 212	A	Fundamental Mathematics with Modern Applications	3	Barto	MW	10:10 AM
+ MAT 212	B	Fundamental Mathematics with Modern Applications	3	Barto	MW	11:20 AM
<i>Philosophy</i>						
PHI 201	A	Introduction to Philosophy	3	Cleary	MWF	10:10 AM
<i>Political Science</i>						
POL 202		Introduction to American Government	3	Churchville	MW	12:30 PM-2:00 PM
<i>Social Science</i>						
SOC 101	A	General Psychology	3	Chakara	MWF	8:00 AM
SOC 101	B	General Psychology	3	Chakara	TR	7:30 AM
+ SOC 203	A	Principles of Sociology	3	Keiser	TR	8:00 AM
+ SOC 203	B	Principles of Sociology	3	Keiser	W	5:30 PM

# COURSE ROSTER

Num	Sec	Course Title	Cr.	Professor	Day	Time
<b>Physical Education</b>						
PHE 111		Soccer/Volleyball	1	Brubaker	W	11:20 AM
PHE 125		Physical Fitness	1	Abel	W	1:00 PM
% PHE 129	A	Rhythmic Movement	1	Grayberg	T	10:10 AM
% PHE 129	B	Rhythmic Movement	1	Grayberg	T	11:20 AM
<b>Major Department</b>						
<i>Business Administration</i>						
BUS 102	B	Introduction to Business	3	Sauer	TR	3:40 PM
BUS 102	C	Introduction to Business	3	Sauer	T	6:00 PM
<i>Church &amp; Ministry Leadership</i>						
CFM 105		Introduction to Children & Family Ministry	3	Zimmerman	TR	2:00 PM
CFM 201		Teaching Skills for Children	3	Zimmerman	M	6:00 PM
CML 102		Foundations of Ministry and Discipleship	3	Brown/Zimmerman	TR	12:20 PM
CML 201		Teaching Skills for Adult Ministry	3	Lynskey	TR	10:10 AM
ELT 101		Introduction to TESOL	3	D. Menga	TR	2:00 PM
ELT 205		Teaching Reading & Writing	3	D. Menga	MW	2:10 PM
ICS 103		Relationships in Ministry	3	Scheuerman	MWF	11:20 AM
ICS 210		Perspectives on the World Christian Movement	3	Scheuerman	M	6:30 PM
ICS 220		Discipleship/Evangelism	3	TBA	TR	2:00 PM
+ PAS 102		Pastoral Ministry	3	Farnham	MW	10:10 AM
YMN 101		Introduction to Youth & Young Adult Ministry	1	Belsterling	T	8:00 AM
YMN 102		Adolescent Development in Culture	3	Belsterling	TR	10:10 AM
<i>Communication</i>						
COM 102		Introduction to Communication	3	M. Freeman	TR	12:20 PM
<i>Counseling and Social Work</i>						
+ SWK 102		Intro to Social Work	3	Yager	MW	1:00 PM
SWK 204		Cultural Diversity	3	Dinse	TR	10:10 AM
<i>Criminal Justice</i>						
CRJ 101		Intro to Criminal Justice	3	Churchville	MW	10:10-11:40 AM
<i>Education</i>						
EDU 101	B	The Teaching Profession	3	Dodson	MWF	11:20 AM
EDU 204	B	Instructional Design	3	S. Martin	W	1:00 PM
<i>Health &amp; Physical Education</i>						
SPM 105		Intro to Sport Management	3	Dowhen	MWF	10:10 AM
SPM 235		Coaching Basketball	2	P. Beers	TR	10:10 AM
SPM 245		Coaching Soccer	1	J. Beers	W	11:20 PM
<i>Worship &amp; Performing Arts</i>						
MUE 220		Art of Teaching General Music	2	R. Sidebothom	MW	3:20 PM
MUS 100		Music Fundamentals	1	Yoder	WF	10:10 AM
MUS 101		Music Theory I	2	Grant	MW	1:00 PM
MUS 101L	A	Musicianship I Lab	1	Grant	F	1:00 PM
MUS 101L	B	Musicianship I Lab	1	Grant	T	2:00 PM
MUS 102		Music Theory II	2	Grant	MW	2:10 PM
MUS 102L	A	Musicianship II Lab	1	Gerlach	R	12:20 PM
MUS 102L	B	Musicianship II Lab	1	Gerlach	R	2:00 PM
MUS 211		Intro to Composition	3	Grant	TR	10:10 AM
PRO 101		Intro to Electronic Media	3	Geesaman	W	3:20 PM
PRO 120		Live Sound I	3	Guyer	T	3:00 PM
THR 101		Acting I	2	TBA	M	6:00 PM
% THR 130		Ballet I	1	TBA	TBD	TBD
% THR 140		Jazz I	1	Grayberg	TR	12:20 PM
% THR 160		Musical Theatre Styles	1 or 0	Grayberg	W	1:00 PM
% THR 260		Stage Combat & Movement I	1	Cuer	F	10:10 AM
WPA 102		Intro to Worship Arts	3	R. Shenk	MW	2:10 PM

## Legend

<b>M</b>	<b>Monday</b>
<b>T</b>	<b>Tuesday</b>
<b>W</b>	<b>Wednesday</b>
<b>R</b>	<b>Thursday</b>
<b>F</b>	<b>Friday</b>
<b>S</b>	<b>Saturday</b>
<b>*</b>	<b>Prerequisite required (see LBC Catalog for details)</b>
<b>#</b>	<b>Writing intensive course</b>
<b>&lt;</b>	<b>Teacher Education students only</b>
<b>=</b>	<b>By audition only</b>
<b>+</b>	<b>Blended course. A blended course meets 2/3 in the classroom and 1/3 online.</b>
<b>!</b>	<b>Meets various dates</b>
<b>%</b>	<b>Meets off-campus</b>
<b>SWI</b>	<b>Schedule w/instructor</b>
<b>TBA</b>	<b>To be announced</b>

### How do I register for a course?

New & Returning JumpStart students, go to this link:

<http://www.lbc.edu/jumpstart>

...or simply go to the LBC homepage ([www.lbc.edu](http://www.lbc.edu)) & navigate to the registration form from there. All registrations need to be in prior to **4 PM on Friday, July 29, 2017**.

### When does registration start?

Registration for current students begins online at 8 AM on **Wednesday, May 3, 2017**. New student registration starts online at **8 AM on Wednesday, May 10, 2017**.

### How do I know that my schedule is approved?

Some classes have limited enrollment for non-degree students. If all three of the course selections for which you registered are not available, we will contact you to help you choose an alternate selection.

We reserve the right to reassign JumpStart registrations, in concert with the student, in the instance that a degree-seeking student requires the same course.

Some courses require a placement test. Should this apply in your case, we will contact you to schedule a time to take the test.

### Is LBC accredited?

Lancaster Bible College is accredited by Middle States Association of Colleges and Schools, as well as the Association for Biblical Higher Education.



### What about textbooks?

You can purchase textbooks as early as three weeks before classes begin by contacting Bookends Bookstore, 717-560-8242, located in lower Miller Hall, or check out the bookstore at [www.LBCbookstore.com](http://www.LBCbookstore.com).

### What if I want to change my course?

The add/drop period is from the start of registration through **September 7, 2017**. Forms are available at the front desk in Esbenshade.

### How do I pay my bill?

The Student Service Fee is due at the time of registration. If you are taking a second class for credit, satisfactory arrangements must be made with the Business Office on the day that you register for classes.

**Still have questions?** Need help with course selection? Please contact the Registrar's Office. We would be glad to help you out!

# STUDENT RIGHTS UNDER FERPA

## What is FERPA?

The Family Educational Rights and Privacy Act (FERPA) affords you, the student, certain rights with respect to your educational record once you are admitted as a student to the college.

## What are my rights under FERPA?

As a college student you have four rights under FERPA: (Forms to exercise rights #1-3 are available in the Registrar's Office.)

To inspect and review your educational record within 45 days of your request.

1. To request amendment of your educational record.
2. To have some control over the disclosure of personally identifiable information from your educational record, except in the areas that FERPA authorizes disclosure without student consent.
3. To file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with the requirements of FERPA.

## What documents are included in my educational record?

Student educational records are specifically defined as all paper and computer records, files, documents, and other materials that contain information directly related to you, the student, and maintained by LBC or someone acting for the college according to policy. Excluded from student educational records are records of instructional, supervisory, and administrative personnel in the sole possession of the maker and that are not accessible or revealed to any other person, except a substitute. Additionally, notes of a professor or staff member intended for his/her own use are not part of the educational record, nor are campus security records, parents' financial statements, application records of students not admitted to the college, alumni records, or records of physicians, psychiatrists, psychologists, or other recognized professionals.

Educational records are maintained by, but are not limited to the following offices, departments, and/or individuals: Registrar's Office, Financial Aid Office, Business Office, Student Development Department, Degree Completion Office, Graduate Education Office, Biblical Enrichment Office, Christian Service Office, Placement Office, and Academic Advisors.

## What is Directory Information?

Some information about students is considered "Directory Information." Directory Information may be publicly shared by the institution without student consent unless the student has taken formal action to restrict its release. "Directory Information" at LBC includes: Name, Address (current, local, home, and electronic mail), Telephone number (current, local, and home), Date of birth, Parent/Spouse contact information (address and phone number), Photo, Major/Program, Weight and height (athletic teams), Date(s) of attendance, Enrollment status (full-time, part-time, not enrolled), Date(s) of graduation, Degrees and awards received, and Participation in officially recognized activities and sports.

## Can I control the release of Directory Information?

Yes, you can restrict the public release of Directory Information by completing a form available in the Registrar's Office. You should carefully consider imposing a restriction on the Directory Information. The limits of the college's student information system make it an all or nothing option. For example, your friends would not be able to obtain your directory information nor would the college be able to use it in graduation programs and news releases. This restriction should be reserved for extreme circumstances or on the advice of a legal or medical professional.

## Who and under what circumstances can someone access my educational record?

According to FERPA regulations, no one has access to your educational record (other than directory information) without your written permission, except: (1) a school official (defined as: administrators, faculty, professional staff, staff, student workers, and students serving on official college committees) who has a legitimate education interest (defined as: the information or records requested are relevant and necessary to the accomplishment of some task or determination related to the inquirer's employment responsibilities/committee responsibilities or are acting within the course and scope of their employment and/or authority). (2) a parent or guardian who presents a certified copy of the most recent federal income tax form that reports you as a dependent. Other, less common individuals who may access your educational record without your consent include: (3) authorized representatives of accrediting agencies, as well as federal, state, and local government offices, persons or organizations providing financial aid to a student, (4) persons in compliance with a judicial order or subpoena, (5) persons in an emergency if the protected information is needed to protect the safety of the student or other persons, (6) parents regarding the student's violation of any federal, state, or local law, or any college policy or rule governing the use of alcohol or a controlled substance as long as the institution has determined that there has been a violation and the student is under the age of 21 at the time of disclosure, (7) the victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense (limited to the final results of the disciplinary proceeding conducted by the college), and (8) the public in relation to a determined crime of violence or non-forcible sex offense that violates college policy or rule (disclosure limited to the student's name, the violation, and any sanctions imposed by the institution against the student).

## Am I required to use my social security number as a personal identifier?

A Federal court ruling upheld the use of the social security number as a personal identifier for administrative purposes in higher education. We protect the privacy of the social security number as required by FERPA. However, you may request (form available in the Registrar's Office) the assignment of an alternate identification number. Effective January 2002, any new students admitted to LBC will no longer have a social security number as a personal identifier for administrative LBC purposes.

## Which College Officer is responsible for administering the FERPA guidelines?

The Office of the Registrar is responsible for the institutional compliance with the FERPA guidelines and maintenance and release of the educational record. Questions, interpretations, further explanations, or concerns about FERPA and the college's FERPA policy are to be directed to the Registrar.

## How do I file a complaint with the U.S. Department of Education?

Complaints are to be filed with the:  
Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, DC 20202-4605



**LANCASTER BIBLE COLLEGE**

901 Eden Road | Lancaster PA 17601-5036 [www.lbc.edu](http://www.lbc.edu)